



**Catawba County Public Health Department
Environmental Health Division
Well Information Sheet**

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1. Make sure all information is completed on your application, especially type of well.

Explanation of IP and AC: When applying for a lot to be evaluated for a septic tank, you have two options. On the application they are listed as IP (Improvement Permit) and AC (Authorization to Construct)

Improvement Permit (IP): The EHS will evaluate the soil on your property, or property that you are considering purchasing, and determine whether it is suitable for the installation of a septic system. This permit is valid indefinitely as long as the condition of the lot does not change (no grading, etc.) if the lot has been recorded. If the property must be deeded after the evaluation, the permit is valid for five years. It CANNOT be used to install a septic system; it is for purposes of information ONLY. If you later decide to install the septic system, you must obtain an Authorization to Construct. The fee for an improvement permit is \$100.

Authorization to Construct (AC): The EHS will evaluate the soil on your property, or property that you are considering purchasing, determine whether it is suitable for the installation of a septic system, design a system for your proposed structure, and draw a permit which may be used by your septic contractor to install the septic system. The AC is valid for five years, as long as the condition of the lot does not change (no grading, etc.). The fee for the AC is \$130.00

Please note that if you are building on a lot which will require drilling or boring a well, you MUST apply for the well permit at the same time as the septic permit, so that the well site can be determined before the septic system is designed. The fee for the well permit is \$155.00

2. Be sure to include in your sketch of the property, all septic tank and drainfield locations within 50 feet of your property line.
3. Once you have prepared your land for evaluation, call your EHS. Use the interactive map on the Water Supply and Sewage Disposal page to determine who to call or call (828) 465-8270 for this information. The contact person will let you know when your Permit will be ready.
4. Once you have received your Permit, you may contract with a well installer. **Well installers are to be registered annually with the Catawba County Environmental Health Department, a list is available for your review. Another way you can be sure that the well installer is registered is to look on the left side windshield of the trucks for the annual registration decal.**
5. The Environmental Health Department will make several visits to determine final approval of your well:
 - A. Site evaluations will be made to determine suitable areas for well placement. Make sure you **give a copy of your Permit to the well installer** who must install the well within the areas marked on your Permit as "Well Location Area".
 - B. Grouting inspections will be made to determine sufficient amount of grout(cement) outside of the well casing.
 - C. Well Head inspections will be conducted to determine proper capping and sealing of well top to prevent outside contamination from entering the well. **Thorough disinfection of the well (as with a chlorine solution) must be completed once the well head is completed and prior to use of the water.**
 - D. A bacteriological water sample will be taken during the time of well head inspection if possible (pump has power and completed disinfection procedure) or at your request. Samples should be taken only after proper disinfection and purging of the disinfectant.

Please Note: You have 90 days after our approval of the well head to request the water sample included in your well permit fee. After 90 days, if you want a water sample, you must apply and pay the fee for a water sample.*** (see below)**

6. Your well installer and/or pump installer will have to make several contacts with the Environmental Health Department. Please make sure they have a copy of the Permit and this Well Information Sheet:

- A. The **well installer** uses the Permit and locates your well in the approved location. The **well installer must call the Environmental Health Department to schedule a joint visit to the site if the well can not be located in the designated Permit area.**
- B. The **well installer** proceeds with the installation of the well and **calls the Environmental Health Department before 9:00 am to schedule an inspection during the grouting process that day. The well installer will call by 1:30 pm to make any change in schedule. The well installer must make available to the Environmental Health Department a copy of the Well Record prior to receiving final approval of the well.**
- C. The well installer, pump installer, or whoever is responsible for the well head development (installation of the pump and piping, sanitary seal, well head tap, and disinfection) calls the Environmental Health Department to notify that the well head development is completed and ready for inspection. If possible, provision should be made for the EHS to obtain a water sample while conducting the well head inspection (power on and well purged of disinfectant).

******* YOU ARE ENCOURAGED TO MAKE SURE THAT A WATER SAMPLE IS OBTAINED DURING THIS PROCESS. A COPY OF THE RESULTS WILL BE MAILED TO YOU. *******